

PARTICIPANT HANDBOOK

Welcome to Juvenile Drug Court. As someone whose major problems stem from substance abuse and lack of accountability, this program is especially designed for you. As you enter this voluntary, intensely supervised treatment program, you need to be motivated to work toward changing your lifestyle and becoming free of alcohol and illicit substances. This program is accessible regardless of your race, religion, sex, ethnic origin, sexual preference, marital status, age, or physical and/or mental disability.

PROGRAM DESCRIPTION

The Juvenile Drug Court is a court-managed, drug intervention treatment program, designed to provide a cost-effective alternative to traditional criminal case processing. It may be offered if you are charged with an offense and it is determined you have a problem with substance abuse. If you are eligible and choose to participate in this program, you must be willing to commit to the entire program. The program may be successfully completed within nine to twelve months. If you are in the diversion track and are successful, the Drug Court Judge will set aside your guilty plea and the charge may be expunged from your record. If you are in the probation track and are successful, the Drug Court Judge *may* conditionally discharge the remainder of your probationary time. At any time during your participation, you could be terminated from the program and sentenced by the Drug Court Judge for noncompliance with rules and the treatment plan.

YOUR GOALS

Although the Drug Court staff will work with you on individual goals, the following are goals for every participant:

1. To learn to be alcohol and drug free;
2. To learn better life coping skills;
3. To adjust to a drug free lifestyle;
4. To develop a non-criminal pattern of living;
5. To enhance employment skills through vocational training and educational pursuits;
6. To attend peer support groups;
7. To increase social skills;
8. To enhance self esteem and self motivation;
9. To learn the warning signs of relapse and develop a relapse prevention plan;
10. To accept responsibility for financial obligations and learn budgeting skills;
11. To develop time management skills.

COST RELATED TO THE PROGRAM

You may be required to pay all or partial costs for participation in Juvenile Drug Court as set by the Judge after consideration of your financial circumstances. This may include substance abuse treatment, home incarceration, drug testing, or any other services deemed necessary by the Drug Court team.

COURT RELATED FINANCIAL OBLIGATIONS

Any Drug Court participant with court related financial obligations, i.e., child support, restitution, crime victims fund, public defender fees, will make court approved payments on a regular schedule and provide staff with documentation of the payments. Unless a specific amount is ordered by the Court, amounts and payment schedules are to be established by staff and documented for the Judge's approval. If you cannot make the payment, discuss your situation with staff and, if possible, other arrangements will be made. Failure to make timely payments may result in delaying your phase advancement or completion of the program.

PARTICIPANT RULES

Any infraction of the rules will be reviewed by the Juvenile Drug Court Judge who may impose sanctions.

1. Appropriate clothing is expected at all times. You must wear a shirt or blouse, pants or skirt, and shoes. Sunglasses will not be worn inside the Drug Court Office or Court. Clothing bearing drug or alcohol related themes, or promoting or advertising alcohol or drug use is not allowed. No gang colors or gang clothing shall be worn in the Office of the Court.
2. You must attend all scheduled counseling sessions, educational sessions, and Court sessions unless you have prior approval. You must arrive on time and not leave until the session is over. If you are late, you may not be allowed to attend the session and may be considered absent. Arrangements must be made to make up missed groups before your next court appearance.
3. The following actions will not be tolerated:
 - C Violence or threats of any kind;
 - C Use and/or possession of drugs and/or alcohol;
 - C Belligerent behavior;
 - C Possession of any type of weapon;
 - C Inappropriate sexual behavior or harassment;
 - C Romantic relationships among participant;
 - C Failure to notify staff of any arrest, court obligations or fees within 12 hours;
 - C Failure to notify staff of school/work absences, school suspensions, or expulsions.
4. Your family, children and/or friends cannot loiter on the premises. If they are providing transportation, they should simply drop you off and pick you up at the end of the session unless they are required to attend the session with you.
5. You may not carry beepers or cellular phones to Court or group sessions.
6. The program shall comply with KRS 620.030 regarding the reporting of cases of abuse or neglect of minors. The program shall also comply with KRS 209.030 regarding the reporting of cases of abuse and neglect of adults. Federal law and regulations do not

protect any information about suspected child abuse or neglect from being reported under state law to appropriate state or local authorities.

7. You are expected to maintain appropriate behavior at all times during Drug Court sessions and while in the courthouse. The Judge shall be addressed with respect. Unless prior approval is given, you will remain for the entire proceeding. There will be no talking while seated in the audience. You will be permitted to show support and encouragement to fellow participants by applause, but only during appropriate times. Your behavior and demeanor while in the courthouse is a reflection on the entire program. Maintaining appropriate behavior is indicative of the progress you and your fellow participants are making toward your recovery.
8. All participants must comply with curfew times as set by the court. Exceptions must be approved by the Drug Court Judge or staff.

PROGRAM PLANS

Based on your needs, an Individualized Program Plan is developed. The plan will outline goals you must achieve prior to advancing to the next phase. There are three phases of the program.

PHASE I: Stabilizing Period

Minimum Requirements:

1. To attend on Drug Court session per week;
2. To provide all assigned drug screens each week which reflect no use of drugs or alcohol;
3. To attend and document the required number of peer support group meetings;
4. To attend all assigned group, family, and/or individual counseling sessions;
5. To begin to make necessary arrangement for payment of Court obligations;
6. To maintain Court-approved stable housing;
7. To maintain Court-approved educational pursuits, employment, or training;
8. To turn in journal assignments;
9. To comply with any necessary medical referrals;
10. To purchase a NA or AA book; and
11. To obtain a Court-approved recovery mentor.

PHASE II: Education Period

Minimum Requirements:

1. To attend one Drug Court session every other week;
2. To provide all assigned drug screens each week which reflect no use of drugs or alcohol;
3. To attend and document required number of peer support groups;
4. To attend all assigned group, family, and/or individual counseling sessions;
5. To begin payment of any restitution, court costs, etc.;

6. To maintain Court-approved stable housing;
7. To maintain Court-approved educational pursuits, employment, or training;
8. To turn in journal assignments;
9. To complete assigned readings;
10. To maintain daily physical activity;
11. To do at least one good deed per court appearance;
12. To obtain/maintain an approved recovery mentor and continue to work on a recovery program.

PHASE III: Self Motivational Period

Minimum Requirements:

1. To attend one Drug Court session every three weeks;
2. To provide all assigned drug screens each week which reflect no use of drugs or alcohol;
3. To attend and document required number of peer support groups;
4. To attend all assigned group, family, and/or individual counseling sessions;
5. To pay a substantial amount of restitution, court costs, etc.;
6. To maintain Court-approved stable housing;
7. To maintain Court-approved educational pursuits, employment, or training;
8. To turn in journal assignments;
9. To completed assigned readings;
10. To maintain daily physical activity;
11. To do at least one good deed per court appearance;
12. To maintain a full-time approved recovery mentor and continue to work on a recovery program;
13. To regularly mentor a new Juvenile Drug Court participant and/or group session;
14. To complete an exit calendar, exit interview, and plan for aftercare.

Completion of each phase is based on your performance. The Juvenile Drug Court Judge will promote or demoted you according to your individual progress with recommendations from the Drug Court team.

INDIVIDUAL COUNSELING

One-on-one individual sessions are held according to your needs. You will attend individual counseling as assigned by the Judge or Drug Court staff. Additional sessions may be scheduled based on your progress.

Supervision of participants consists of face to face meetings in the drug court office at least on a weekly basis, as well as the participant's residence and/or school. Unannounced site visits to the participant's residence, school, or place of employment will be conducted by case specialists. Department of Juvenile Justice (DJJ) officers and law enforcement officers may assist.

GROUP COUNSELING

Group counseling is a crucial part of the recovery process. Attendance at every assigned group session is mandatory unless excused by the Drug Court Judge or staff. You must be on time and may be considered absent when late.

The effort you put into each group will determine the benefits you receive. Every participant will be expected to follow the rules and to show respect to the fellow participants and the group leaders. Failure to do so will result in sanctions as determined by the Drug Court Judge. The common concern of the group is that participants provide support and help each other in recovery.

FAMILY COUNSELING

Family group sessions will be conducted to address questions or concerns you and your family have about the program, understanding of addiction, relapse, and other issues. Groups may also include parents/guardians of participants and focus on basic parenting skills, communication, building trust, and substance abuse prevention.

CHEMICAL DEPENDENCY EDUCATION

This portion of the program is designed to educate you and your family to the dynamics and symptoms of chemical dependency --- and how it affects your life and the lives of others around you. This information will help you understand the cycle of addiction and recovery and will include film, lecture, and interaction with peers and staff.

PEER SUPPORT GROUPS

Involvement in support groups is vital to your recovery. Attendance at these groups is mandatory and shall be documented. The fellowships will help you see how others with similar problems are recovering from their problems with chemicals. You will observe that changing to a drug-free lifestyle is a positive and exciting experience. Few are successful at maintaining a drug-free lifestyle without a support system.

INCARCERATION

You may be required to serve time in custody while participating in Juvenile Drug Court. Detention is one of the sanctions utilized for various infractions of the rules, including, but not limited to, positive drug screens, missed drug screens, continuous missed groups or meetings, and inappropriate behavior. Release will be determined at the discretion of the Juvenile Drug Court Judge.

You will be expected to follow all rules and regulations of the detention center. Failure to do so may result in disciplinary action from the detention center staff as well as the Juvenile Drug Court Judge.

EDUCATION

All participants are required to attend school and demonstrate progress. Staff will maintain contact with school officials to verify attendance and progress. On-site visits will be conducted. It is your responsibility to notify Drug Court staff of any absences or suspensions and to provide documentation for excused absences, tardiness, and school progress.

EMPLOYMENT

The Judge may require you to obtain and maintain employment while in the program or to perform community service. Employment or community service hours will be verified routinely by staff either through phone contact with the employer or copies of paycheck stubs. Participants will be permitted to change jobs while in the program, however, staff must be notified and give approval prior to the change.

If you are required to maintain employment and lose your job while in the program, you will be given a time frame to locate appropriate employment. While searching for employment, you will be required to do community service.

It is your obligation to inform your employer of your participation in Juvenile Drug Court and make necessary arrangements for Court appearances, groups, meetings, etc.

VOCATIONAL/JOB TRAINING COMPONENT

In order to assist participants in planning their futures, staff may be able to provide assistance with:

- C assessment of current skills
- C Aptitude and interest testing
- C Development of a personal action plan
- C Life skills seminars
- C Adult education referrals
- C Job and interview counseling
- C Job search skills

The Office of Vocational Rehabilitation may be utilized to assist program participants with the following:

- C Career Counseling
- C Training placement
- C Job placement
- C Various educational opportunities

All services are based on participation and good standing in the Juvenile Drug Court program.

RANDOM DRUG SCREENS

Random drug screens will play a significant role in your recovery. It is your responsibility to make sure that you understand and comply with the stated guidelines. If you do not feel that you fully understand, it is your responsibility to ask for clarification.

Parents/guardians may also be subject to random drug screens to ensure you are in an environment conducive to recovery.

For your own protection, if you are using any prescription or over-the-counter medications, you must bring them to staff for viewing, approval and verification by the prescribing doctor. All medications will not automatically be approved. Failure to comply with proper procedure or a positive screen may result in sanctions by the Juvenile Drug Court Judge.

DISCHARGE

The Juvenile Drug Court Judge may terminate you from the program. Circumstances for termination include, but are not limited to:

- ! You petition the Court for termination;
- ! You have exhibited violent behavior or threats of violent behavior toward self or others, or displayed inappropriate, disruptive, or noncompliant behavior;
- ! You have refused to satisfactorily participate in program requirements;
- ! You have violated program rules;
- ! You are arrested, with or without conviction (case by case basis); or
- ! You abscond from the program.

GRADUATION

Graduation comes after successful completion of the program. In addition to meeting program requirements, you should be able to show how Juvenile Drug Court has positively influenced your life. Prior to graduation you must complete an exit calendar and interview. Graduates will be honored and receive certificates at special graduation ceremonies.

AFTERCARE

Participants are required to be available for 6 months after graduation to serve as mentors for new participants or group sessions and/or perform public speaking as requested by the program. Aftercare also involves continued attendance at peer support groups that continue to work on relapse prevention and alumni social meetings. Random urine screens or breathalyzer may be conducted if requested by staff or the Juvenile Drug Court Judge. Graduates must notify Drug Court staff of any changes in address, educational or employment status, and contact the Drug Court office at least once every June for 5 years for statistical purposes.

Graduate support groups will consist of scheduled meetings focusing primarily on relapse prevention and strengthening support systems outside of Drug Court. Graduates must attend all scheduled meetings before completing the aftercare program. Conditional discharge from

probation or dismissal of charges for diversion participants will not be granted until the completion of aftercare.

Graduates of the program are encouraged to call the Drug Court if they are struggling with their sobriety or if they are experiencing other crisis situations.

If graduates fail to meet the requirements of aftercare, the Juvenile Drug Court Judge may issue a summons or a warrant for them to appear in court. The Judge may then order the graduate to continue participation or, in some cases, revoke the conditional discharge.